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JUN 15 1953

Chief, Transportation Division, LO

Acting Chief of Logistics

"Logistical and Operational Planning Manual," Draft of

1. The subject draft manual is forwarded for your information, review and comments. When completed, the manual will set forth a number of fundamental standard planning factors essential in the preparation and development of sound, comprehensive and understandable logistics plans in support of operations. The preface elaborates on the development, use, importance and contents of the manual.

2. Specific sections of the manual are presently being edited and amplified by the various staffs, as well as the other divisions of the Logistics Office. Collation and review of all suggested additions and corrections will be reflected in the final draft before reproduction and distribution for use. An index and bibliography will be prepared and included in the approved text. Your particular attention is called to Chapter III, "Movement," for review and comments as an area pertaining to your responsibility.

3. Revision and refinement of data must be a continuing process, and it is important that all concerned understand the need for forwarding comments, suggestions for improvement, additions or corrections to the Coordination and Requirements Staff, LO. The target date set for revision of the draft manual is 30 July 1953. It is requested that your comments and/or information be forwarded to the Coordination and Requirements Staff by this date.

SIGNED

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LO/CR/CP/GRA:pw (9 June 1953)

Distribution:

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